MINUTES OF COMBINED COMMISSION WORKING & REGULAR SESSION MEETING HELD MONDAY, MAY 22, 2023, BEGINNING AT 9:00 A.M. IN DUCHESNE, UTAH

Present -

Commissioner Irene Hansen, Commissioner Greg Miles, Commissioner Tracy Killian, Deputy Attorney Tyler Allred, Public Works Director Mike Casper, Sheriff's Department Office Manager Cynthia Wardle, Sheriff Travis Tucker, County Attorney Stephen Foote, Deputy Clerk-Auditor Janet Jenkins, Clerk-Auditor Chelise Jessen, Human Resource Director Judy Stevenson, Human Resource Payroll & Benefits Administrator Jamie Park, Deputy Attorney Grant Charles, Human Resource Generalist Emily Peatross, Community Development Assistant Director Mike Gottfredson, Kevin Workman and Troy Ovard with CUWCD, and Commission Executive Assistant Melissa Hughes is taking the meeting minutes.

Opening Comments

(9:00 a.m.)

Chairperson Hansen welcomed everyone to the meeting.

Pledge of Allegiance

(9:01 a.m.)

Commissioner Miles joined the meeting at 9:02 a.m.

Public Works Update

(9:02 a.m.)

Public Works Director Mike Casper gives an update on existing projects and upcoming work. Crews started paving LaRue Lamb Trucking Road (CR 49) last week, and it should be completed today. They will also begin to zip Tower Road (CR 36) today. Some of the crew helped in the Ovintiv clean-up last week. Public Works Deputy Director Clint Curtis is working on the bridge replacement on Lower Red Creek Road (CR 15). The road will be closed starting at 8:00 am on May 23rd and May 24th. They have a mastic crew out working in the Sterling Meadows area. Commissioner Miles stated that a culvert in Bridgeland needs to be cleaned out. The beavers are making it challenging to keep the water flowing. They may have to look at other options to fix the ongoing issue.

Discussion & Consideration of the Road Use Agreement with TransWest – Postponed by General Consent

(9:10 a.m.)

Discussion & Consideration of the Contract for Court Security & Bailiff

(9:11 a.m.)

Sheriff Travis Tucker presented the State of Utah Contract for Court and Bailiff Security. He explains that the County shall assign law enforcement or special function officers as bailiffs in each courtroom and the outside perimeter when the court is in session and provide court security service and other duties as may be required by law in the Eighth District, District and Juvenile Courts. The State of Utah's funding has increased from $23.71 per hour for $90,429.94 to $26.15 per hour for $99,736.10. *Commissioner Killian makes a motion to authorize the chair to sign on behalf of the County the State of Utah Contract number 160159 Amendment 8 in the amount of $99,736.10. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Flood Update

(9:14 a.m.)

Kevin Workman and Troy Ovard with Central Utah Water Conservancy District gave an update on the current flooding and reservoir volume for Duchesne County. They presented a 2023 projection of the reservoirs, the snow water equivalent, the river point condition, and the Colorado Basin River Hydrograph Forecast. They reported that Current Creek is 100% full, Upper Still water will be 100% full and will spill the first week of June, Moon Lake is 100% full, Soldier Creek is 90% full, and Starvation will be 100% full and should spill the second week of June.

Discussion & Consideration of Residual Fund Release for the Red Feather Subdivision
(9:20 a.m.)

Community Development Assistant Director Mike Gottfredson stated that the Red Feather Subdivision constructed the roadway to the design of Jones & Demille. The one-year inspection was performed on May 17, 2023, and found the road to comply with the County Road standards. Assistant Director Gottfredson recommends releasing the 10% bond that was held. *Commissioner Miles makes a motion to release the residual funds related to the road work in the Red Feather Subdivision. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of the 2024 Cooperating Agreement with Forestry Fire & State Lands
(9:22 a.m.)

Commissioner Miles states that this agreement is similar to previous years. This Cooperative Agreement is required for a county, municipality, or certain other eligible entity ("Participating Entity") and the State of Utah, Division of Forestry, Fire and State Lands ("FFSL") (collectively "parties") to cooperatively discharge their joint responsibilities for protecting non-federal land from wildland fire. *Commissioner Miles makes a motion to authorize the chair to sign the 2024 Cooperative Agreement with the Division of Forestry, Fire, and State Lands on behalf of the County. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion of a Proposed Plan for the Use of the Opioid Settlement Funds
(9:26 a.m.)

Clerk-Auditor Chelise Jessen stated that the County needs to report how we use the funds we received for the Opioid Settlement. County Attorney Stephen Foote said that in March 2021, the County entered into the agreement. In anticipation of receiving the Opioid Settlement funds, we enhanced our nursing staff at the jail. There are now three RNs and one LPN on staff. The nursing staff expenses are directly tied to opioids. Therefore, the County felt this is a good place to use the funding. The nurses are making a difference in the lives of the inmates and the jail staff.

Auditors Office – Surplus
(9:32 a.m.)

Clerk-Auditor Chelise Jessen presented the surplus items for the Building and Grounds Department. There are two file cabinets, a TV cart, a desk, a projector screen, and three pallets of exterior lights. *Commissioner Killian makes a motion to approve the surplus items for the Building and Grounds Department as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Clerk-Auditor Chelise Jessen presented the surplus items for the Sheriff's Department. There are three vehicles a 2017 Ford F150, a 2015 Ford F150, and a 2010 Ford F150. *Commissioner Miles makes a motion to approve the list of surplus vehicles from the Sheriff's Department as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion of Possible Subjects for the Next Meeting
(9:37 a.m.)

Auditors Office – Vouchers
(9:38 a.m.)

Deputy Clerk-Auditor Janet Jenkins presented the vouchers for May 22, 2023, check numbers 161153 through 161222, for $315,109.03. The parties review the vouchers submitted. *Commissioner Miles makes a motion to approve the vouchers as presented for May 22, 2023. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Calendaring & Weekly Update on Events
(9:42 a.m.)

HR Office – Payroll
(9:45 a.m.)

Human Resource Payroll & Benefits Administrator Jamie Park presented the payroll report ending May 13, 2023; there were 201 employees paid. *Commissioner Killian makes a motion to approve the payroll ending May 13, 2023, as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Closed Meeting – Strategy Session to Discuss: The Purchase, Exchange, Sale, or Lease of Real Property;
(9:48 a.m.)

Commissioner Miles makes a motion to go in and out of a closed meeting for a strategy session to discuss: The Purchase, Exchange, Sale, or Lease of Real Property. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(10:16 a.m.)

No action is to be taken.

Discussion & Consideration of District Court Indigent Defense Contract #3
(10:17 a.m.)

Deputy Attorney Grant Charles presented a letter of interest from the Law Office of Laura Fuller, Attorney at Law, and an agreement for Legal Services; Justice Court. Attorney Charles recommends Laura Fuller for the District Court Indigent Defense Contract #3. *Commissioner Miles makes a motion to approve the agreement for legal services for the District Court and approve the name of Laura Fuller. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Discussion & Consideration of Justice Court Indigent Defense Contract
(10:29 a.m.)

Deputy Attorney Grant Charles presented the agreement for Legal Services; Justice Court. He recommends the name Laura Fuller for this agreement as well. *Commissioner Killian makes a motion to approve the agreement for legal services for the Justice Court and accept the name of Laura Fuller. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.*

Recess 10:33 a.m. to 10:37 a.m.

Consideration of County Fair Volunteers
(10:38 a.m.)

Human Resource Generalist Emily Peatross presented a list of volunteers for the County Fair. The individuals have been through a background check. *Commissioner Miles makes a motion to approve the list of the 2023 fair volunteers as presented. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.*

Human Resource Update – No update at this time
(10:40 a.m.)

Closed Meeting – Strategy Session to Discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual;
(10:40 a.m.)

Commissioner Miles makes a motion to go in and out of a closed meeting for a strategy session to discuss: The Character, Professional Competence, or Physical or Mental Health of an Individual. Commissioner Killian seconds the motion. Commissioner Miles votes aye, Commissioner Killian votes aye, and Commissioner Hansen votes aye. The motion passes.

Back in Session
(11:43 a.m.)

No action is to be taken.

Commissioner Miles left the meeting at 11:43 a.m

Consideration of Minutes for Combined Commission Meeting held May 15, 2023
(11:44 a.m.)

Parties review the combined Commission meeting minutes held on May 15, 2023.

Commissioner Miles joined the meeting at 11:47 a.m

Commissioner Killian makes a motion to approve the minutes for May 15, 2023, as presented. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The motion passes.

Adjournment
(11:49 a.m.)

Commissioner Killian makes a motion to adjourn the meeting at 11:49 a.m. Commissioner Miles seconds the motion. Commissioner Killian votes aye, Commissioner Miles votes aye, and Commissioner Hansen votes aye. The forum adjourns.

Read and approved this on the 6th day of June 2023.

Irene Hansen
Commission Chair

Chelise Jessen
Clerk-Auditor

Minutes of the meeting prepared by Commission Executive Assistant Melissa Hughes